

MODULAR BUILDING ADVISORY BOARD MEETING

Monday – April 28, 2008 – 9:00 a.m.

Division of Building Safety
Board Conference Room
1090 East Watertower Street, Meridian, ID

NOTE: The following report is not intended to be verbatim transcript of the discussions at the meeting, but is intended to record the significant features of those discussions.

The meeting was called to order by Chairman Ken Roche at 9:03 a.m. on Monday, April 28, 2008.

Board Members Present:

Ken Roche, Chairman
Markus Alley, Secretary
Wayne Hanners
Chuck Bleth

Board Members Absent:

Rick Murdock, Vice Chairman

DBS Staff Members:

Kelly Pearce, Administrator
Roger Gabel, Deputy Attorney General
Bill Hatch, Public Information Officer
Jack Rayne, Building Bureau Chief
Carl Lohrengel, Plumbing Bureau Chief
Lisa Stover, Plans Examiner
Brandee Pasborg, Office Specialist 2
Renee Bryant, Administrative Assistant 2

Steve Keys, Deputy Administrator, Operations
Janice Foster, Deputy Administrator, Administration
Kirk Weiskircher, Financial Specialist, Principal
Arlan Smith, Plan Review Program Manager
Jeff Fitzloff, Electrical Bureau Chief
Danielle Lefler, Administrative Assistant 2
Melinda Doan, Technical Records Specialist

♦ Open Forum

No items were addressed.

♦ Approval of the April 28, 2008 Agenda

MOTION: Chuck Bleth made a motion to accept the April 28, 2008 Agenda. Wayne Hanners seconded. All in favor, motion carried.

♦ Approval of the February 11, 2008 Meeting Minutes

The Attorney General's office to assign a full-time, in-house Deputy Attorney General (DAG) to the Division within the next couple of months. Roger Gabel to dedicate the majority of his time to the Board of Nursing and other responsibilities. One of the tasks the DAG will be working on over the course of the next few months is the creation of a CD on Idaho's Open Meetings Laws to be presented to the various DBS boards when completed.

MOTION: Marcus Alley made a motion to accept the February 11, 2008 Meeting Minutes. Chuck Bleth seconded. All in favor, motion carried.

♦ Financial Report

Kirk Weiskircher reviewed the newly formatted Financial Report.

◆ **Civil Penalty Rulemaking**

A draft rule imposing civil penalties was addressed by Steve Keys. The language in the draft rule is similar to civil penalties currently enforced by DBS.

MOTION: Chuck Bleth made a motion to postpone the decision on the Civil Penalty rule until the July 14, 2008 Board Meeting. Marcus Alley seconded. All in favor, motion carried.

◆ **Tri-State Reciprocity Agreement**

The Board and Division to continue to review changes proposed on the existing Tri-State Agreement. Currently the Tri-State Agreement pertains to the modular inspection approval process for units shipped to Oregon/Washington and vice versa.

ACTION: Ken Roche requested the Tri-State Reciprocity Agreement continue as a topic on the “Informational” Agenda; discussing changes as they occur.

◆ **Treatment of Non-Approved Modulares by Oregon, Washington and Idaho**

Jack Rayne reviewed Oregon, Washington and Idaho’s inspection requirements for acceptance of non-approved modular buildings entering the Tri-States.

◆ **Out-of-State/Third Party Inspection Process**

Steve Keys brought forth a draft of proposed qualifications for Building, HVAC, Electrical and Plumbing “contract” inspectors. These inspectors, working under contract for the Division, would provide inspections for out-of-state manufacturers.

ACTION: The Board to enact “contractor” inspector qualifications into a rule, with modifications, at the July 14, 2008 Board meeting.

◆ **Bureau Chief’s Report**

Modular Building Program Activity Report – Jack Rayne reviewed the Modular Building Activity Report for the months of July 1, 2007 through March 31, 2008.

Oregon and Washington’s insignias – Information was given about each state’s insignias.

Comparisons – A comparison of the Modular Industry’s permits and inspections, over the last four years, was addressed by Jack Rayne.

Canada’s Modular Industry – Idaho modular manufacturers have been providing modular buildings to Canada.

◆ **Administrative Report**

Economy – Administrator Pearce reviewed the rural areas of Idaho; anticipating an increase in revenue.

Zero Based Budgeting - The Governor has indicated Zero Based Budgeting will be imposed upon all state agencies. Effective July 1, 2009, DBS will be one of the first agencies to implement this technique.

New Modular Plant – In March of 2009, Montpelier, Idaho to open a new modular plant. The plant to create approximately 150 new jobs in Southeastern Idaho.

Introduction – Kelly Pearce introduced the newest addition to the Division; Janice Foster, Deputy Administrator, Administration.

♦ **Local Building Permit Issues**

Concerns arose regarding the excessive length of time local jurisdictions, throughout Idaho, are taking in issuing permits/inspections to modular buildings sited for Idaho schools.

ACTION: For the July 14, 2008 meeting, Wayne Hanners to confirm local jurisdictions are not charging a structural plan review fee.

MOTION: Markus Alley made a motion to adjourn the meeting at 10:56 a.m. Wayne Hanners seconded. All in favor, motion carried.

KEN ROCHE, CHAIRMAN
MODULAR ADVISORY BOARD

C. KELLY PEARCE, ADMINISTRATOR
DIVISION OF BUILDING SAFETY

DATE

DATE